

ORDINANCE NO. G-08-05-08-9B4

AN ORDINANCE AMENDING CHAPTER 11, SECTIONS 11.409, 11.409.1, 11.410, 11.411, 11.423, 11.800, AND APPENDIX A, CODE OF ORDINANCES (1995 EDITION), CITY OF ROUND ROCK, TEXAS, TO AMEND THE ESTABLISHED ZONING DISTRICTS; TO PERMIT AND ESTABLISH REQUIREMENTS FOR THE STANDARDS FOR RESIDENTIAL TO OFFICE CONVERSION; TO ADD THE DEFINITION OF "RESIDENTIAL TO OFFICE CONVERSION"; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK, TEXAS:

I.

Chapter 11, Section 11.409(2)(b), Code of Ordinances (1995 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

11.409 C-1 (GENERAL COMMERCIAL) DISTRICT

(2) Permitted Uses

(b) The following uses are permitted with conditions:

Use	Special Standard
Auto Service Facilities	11.423(3)
Bed and Breakfast	11.423(4)
Carwash	11.423(5)
Commercial Parking	11.423(6)
Eating Establishments	11.423(9)
Indoor Entertainment Activities	11.423(13.2)
Passenger Terminals	11.423(18)
Place of Worship (with accessory uses not exceeding 2,500 sf.)	11.423(19)
Place of Worship (with accessory uses exceeding 2,500 sf.)	11.423(20)
Residential to Office Conversion	11.423(20.1)
Self-Enclosed Monopole	11.423(31)
Self-Service Storage	11.423(23)
Single Family Attached (2 dwelling units)	11.423(24)
Single Family Detached	11.423(24)
Upper-Story Residential	11.423(26)
Utilities, Minor	11.423(27)(a)
Utilities, Intermediate	11.423(27)(b)
Vehicle Sales, Rental, or Leasing Facilities	11.423(29)
Wireless Transmission Facilities, Attached	11.423(31)
Wireless Transmission Facilities, Stealth	11.423(31)

II.

Chapter 11, Section 11.409.1(2)(b), Code of Ordinances (1995 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

11.409.1 C-1a (GENERAL COMMERCIAL – LIMITED) DISTRICT

(2) Permitted Uses

(b) The following uses are permitted with conditions:

Use	Special Standard
Auto Service Facilities	11.423(3)
Bed and Breakfast	11.423(4)
Carwash	11.423(5)
Commercial Parking	11.423(6)
Eating Establishments	11.423(9)
Indoor Entertainment Activities	11.423(13.2)
Office, Medical	11.423(15)
Passenger Terminals	11.423(18)
Place of Worship, with accessory uses not exceeding 2,500 sf.	11.423(19)
Place of Worship, with accessory uses exceeding 2,500 sf., but not greater than 10,000 s.f.	11.423(20)
Residential to Office Conversion	11.423(20.1)
Retail Sales and Services	11.423(21)
Self-Enclosed Monopole	11.423(31)
Single Family Attached, 2 dwelling units	11.423(24)
Single Family Detached	11.423(24)
Upper-Story Residential	11.423(26)
Utilities, Minor	11.423(27)(a)
Utilities, Intermediate	11.423(27)(b)
Vehicle Sales, Rental, or Leasing Facilities	11.423(29)
Wireless Transmission Facilities, Attached	11.423(31)
Wireless Transmission Facilities, Stealth	11.423(31)

III.

Chapter 11, Section 11.410(2)(b), Code of Ordinances (1995 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

11.410 C-2 (LOCAL COMMERCIAL) DISTRICT

(2) Permitted Uses

(b) The following uses are permitted with conditions:

Use	Special Standard
Retail Sales and Services	11.423(21)(a)
Amenity Center (developments larger than two acres)	11.423(1)
Auto Service Facilities	11.423(3)(c)
Bed and Breakfast	11.423(4)
Community Service	11.423(7)(a)
Day Care	11.423(8)
Eating Establishments	11.423(9)(a)
Government Facility	11.423(11)
Office	11.423(14)
Office, Medical	11.423(15)
Place of Worship (with accessory uses not exceeding 2,500 square feet)	11.423(19)
Residential to Office Conversion	11.423(20.1)
Upper-Story Residential	11.423(26)
Utilities, Minor	11.423(27)(a)
Utilities, Intermediate	11.423(27)(b)
Wireless Transmission Facilities, Attached	11.423(31)
Wireless Transmission Facilities, Stealth	11.423(31)

IV.

Chapter 11, Section 11.411(2)(b), Code of Ordinances (1995 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

11.411 OF (OFFICE) DISTRICT

(2) Permitted Uses

(b) The following uses are permitted with conditions:

Use	Special Standard
Day Care	11.423(8)
Office, Medical	11.423(15)
Residential to Office Conversion	11.423(20.1)
Utilities, Minor	11.423(27)(a)
Utilities, Intermediate	11.423(27)(b)
Wireless Transmission Facilities, Attached	11.423(31)
Wireless Transmission Facilities, Stealth	11.423(31)

V.

Chapter 11, Section 11.423, Code of Ordinances (1995 Edition), City of Round Rock, Texas, is hereby amended to add subsection (20.1) to read as follows:

11.423 SUPPLEMENTARY USE STANDARDS

(20.1) Residential to Office Conversion

In cases where an existing single-family or two-family residential structure is converted to an office use in a C-1, C-1a, C-2 or OF zoning district, the following special standards shall apply. Where standards are not mentioned in this Section, applicable district standards shall apply.

- (a) Any architectural changes to an existing building associated with a change in use for a residential to office conversion shall reflect the original architecture, including roof, roof pitch, articulation, windows, doors, treatment, and exterior finish.
- (b) Residential to office conversions shall apply only to existing structures that were formerly used as single-family or two-family residences. The existing principal building on a site establishes the allowable setbacks for a residential to office conversion. Any expansions shall be subject to the zoning district standards. Existing residential structures that were expanded after the adoption of this Section and prior to an office conversion shall not be allowed to utilize these standards for a period of five (5) years after rezoning.
- (c) A residential to office conversion may also operate as a live/work unit, as defined in Section 11.800, provided the work component is limited to an office use.
- (d) The hours of operation of any residential to office conversion use shall be limited to 7:00 a.m. to 8:00 p.m. for access by the public. No emergency medical services shall be permitted.
- (e) Landscaping requirements provided in Section 11.501, with the exception of landscape buffer requirements, apply to all residential to office conversions.
- (f) Parking
 - i. Residential to office conversions shall have an off-street parking requirement of 1 space per 250 ft² of Gross Floor Area.
 - ii. If a residential to office conversion operates as a live/work unit, parking shall be calculated using the relevant office requirements for the total square footage of the structure(s). No additional parking spaces shall be required for the residential component.
- (g) Outdoor storage and display shall not be permitted.

(h) Fencing Requirement

All residential to office conversions shall be required to install and maintain a fence constructed of masonry materials such as brick, stone, decorative reinforced concrete, or other equivalent material approved by the Zoning Administrator, a minimum of six (6) feet in height along every property line which abuts residential uses. The Zoning Administrator may waive the requirement based upon a finding of all of the following:

- i. The Zoning Administrator determines that due to the site plan layout and/or existing conditions, potential impacts will be negligible;
- ii. The Zoning Administrator receives a letter from the abutting residential property owner requesting that the fence not be installed; and
- iii. The Zoning Administrator determines that existing and/or proposed vegetation will serve as an adequate screen.

(i) Lighting

- i. All external lighting shall be arranged and controlled so as to deflect light away from residential areas and shall not result in any spillover to adjacent properties.
- ii. Site lighting.
 1. Freestanding fixtures shall not exceed eight (8) feet in height and shall not be required to be concealed within an opaque housing.
For parking lot lighting fixtures, if a site has greater than ten (10) parking spaces, freestanding fixtures may be up to sixteen (16) feet in height; however, the light source for fixtures taller than eight (8) feet shall be completely concealed (recessed) within an opaque housing.
 2. Building fixtures shall not be required to be concealed within an opaque housing if located at a height of no more than eight (8) feet above grade.
- iii. The design of building fixtures shall be consistent with the character of the area and the style of the building.

(j) Commercial Signs

- i. Each residential to office conversion use may have one (1) building sign or one (1) monument sign, as defined in the Code.
- ii. A monument sign, including its base, shall not exceed a width of eight (8) feet and shall not exceed a height of four (4) feet.
- iii. Building sign coverage shall not exceed sixteen (16) square feet and shall be mounted no higher than the ceiling height of the ground floor of the building.
- iv. Signs shall be in harmony with the style and character of the development and shall be an integral design component of the building

architecture, building materials, landscaping and overall site development.

- v. Signs attached to buildings shall be integrated with the primary physical features of the building and shall complement the building architecture. Signs attached flush to a building's façade shall be mounted so that the attachment device is not visible or discernable.
- vi. Roof-mounted signs, pole-mounted signs, electronic reader-board signs with scrolling and or changeable text, window signs, and attached cabinet or box signs shall not be permitted.
- vii. If illuminated, signs shall be illuminated externally.

VI.

Chapter 11, Section 11.800, Code of Ordinances (1995 Edition), City of Round Rock, Texas, is hereby amended to add the definitions of "Residential to Office Conversion" to read as follows:

Residential to
Office Conversion: A single family or two-family residential structure that is converted into an office or medical office.

VII.

Chapter 11, Appendix A - Summary Use Table by District, Code of Ordinances (1995 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

Summary Use by District																							
Use	SFR	SF-1	SF-2	MH	TF	TH	MF	C-1	C-1a	C-2	OF	BP	LI	I	AG	PF-1	PF-2	PF-3	SR	MI	OS	MU-1a	Special Standards
P=Permitted P/S=Permitted with Special Standards SE=Special Exception Needed --= Not permitted																							
Residential Uses																							
Apartment	--	--	--	--	--	--	P	--	--	--	--	--	--	--	--	--	--	--	P/S	--	--	--	11.423(2)
Group Home (6 or fewer persons)	P/S	P/S	P/S	P/S	P/S	P/S	P/S	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	11.423(12)
Group Living	--	--	--	--	--	--	--	--	--	--	--	--	--	-	--	--	--	P/S	P/S	--	--	P/S	11.423(13)
Industrialized Housing	P	P	P	P	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Single-family, attached	--	--	--	--	P	--	--	P/S	P/S	--	--	--	--	--	--	--	--	--	--	--	--	--	11.423(24)
Single-family, detached	P	P	P	--	--	--	--	P/S	P/S	--	--	--	--	--	P	--	--	--	--	--	--	P	11.423(24)
Single-family, detached Manufactured Home	--	--	--	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Single-family, zero lot line	--	--	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P	--
Single-family, village residential	--	--	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P	--
Single-Story Mixed-Use Residential	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P/S	11.423(24.1)
Townhouse	--	--	--	--	--	P	P	--	--	--	--	--	--	--	--	--	--	--	P/S	--	--	P/S	11.423(25)

Summary Use by District																							
Use	SFR	SF-1	SF-2	MH	TF	TH	MF	C-1	C-1a	C-2	OF	BP	LI	I	AG	PF-1	PF-2	PF-3	SR	MI	OS	MU-1a	Special Standards
P=Permitted P/S=Permitted with Special Standards SE=Special Exception Needed --= Not permitted																							
Upper-story residential	--	--	--	--	--	--	--	P/ S	P / S	P/ S	--	--	--	--	--	--	--	--	--	--	--	P/ S	11.423(26)
Public and Civic Uses																							
Amenity Center	P/ S	P/ S	P/ S	P/ S	P/ S	P/ S	P	--	--	P/ S	--	P/ S	--	--	--	--	--	--	P/ S	--	--	--	11.423(1)
Cemetery, Mausoleum, Columbaria, Memorial park	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P	P	P	--	--	S E	--	--
Community Service	--	--	--	--	--	--	--	P	P	P/ S	--	--	--	--	--	--	P	P	P/ S	--	P/ S	P	11.423(7)
Day Care (in home) for 6 or fewer children	P/ S	P/ S	P/ S	P/ S	P/ S	P/ S	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	11.423(8)(a)
Day Care, all other	--	--	--	--	--	--	P/ S	P	P	P/ S	P/ S	P	--	--	--	--	--	P	--	--	--	P/ S	11.423(8)
Funeral Home	--	--	--	--	--	--	--	P	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Golf course/ country club	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P/ S	--	11.423(10)
Government Facilities	--	--	--	--	--	--	--	P	P	P / S	--	P	--	--	--	--	P	P	--	--	--	P	11.423(11)
Hospital	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P	--	--	--	--	--
Institution	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	S E	--	--	--	--	--
Monopole	--	--	--	--	--	--	--	--	--	--	--	--	P / S	P / S	--	--	--	--	--	--	--	--	11,423(31)
Park, Community	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P	P	P	P	P	P	P	--	P	P	P	P	P	P	--	11.423(16)
Park, Linear/ Linkage	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P	P	P	P	P	P	P	--	P	P	P	P	P	P	P	11.423(17)
Park, Neighborhood	P	P	P	P	P	P	P	P	P	P	P	P	P	P	--	P	P	P	P	P	P	P	--

Summary Use by District																							
Use	SFR	SF-1	SF-2	MH	TF	TH	MF	C-1	C-1a	C-2	OF	BP	LI	I	AG	PF-1	PF-2	PF-3	SR	MI	OS	MU-1a	Special Standards
P=Permitted P/S=Permitted with Special Standards SE=Special Exception Needed --= Not permitted																							
Park, Regional/ Metropolitan	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P	--	--
Passenger terminal	--	--	--	--	--	--	--	P/S	P/S	--	--	--	--	--	--	--	--	--	--	--	--	SE	11.423(18)
Place of Worship	P	P	P	P	P	P	P	P	P	P	--	--	--	--	--	P	P	P	P	--	--	P	--
Place of Worship (with accessory uses not exceeding 2,500 sf.)	P/S	P/S	P/S	P/S	P/S	P/S	P/S	P/S	P/S	P/S	--	--	--	--	--	P/S	--	--	--	--	--	--	11.423(19)
Place of Worship (with accessory uses exceeding 2,500 sf., but not greater than 10,000 s.f.)	--	--	--	--	--	--	P/S	P/S	P/S	--	--	--	--	--	--	P/S	--	--	--	--	--	--	11.423(20)(a)
Place of Worship (with accessory uses not exceeding 20,000 s.f.)	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P/S	--	--	--	--	--	11.423(20)(a)
Place of Worship (with unrestricted s.f. of accessory uses)	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P/S	--	--	--	--	11.423(20)(b)

Summary Use by District																							
Use	SFR	SF-1	SF-2	MH	TF	TH	MF	C-1	C-1a	C-2	OF	BP	LI	I	AG	PF-1	PF-2	PF-3	SR	MI	OS	MU-1a	Special Standards
P=Permitted P/S=Permitted with Special Standards SE=Special Exception Needed --= Not permitted																							
Schools: Business, Trade and Post- Secondary Educational Facilities	--	--	--	--	--	--	--	P	P	--	--	P	--	--	--	--	--	P / S	--	--	--	--	11.423(22) (d)
School, Elementary	--	P / S	P / S	P / S	P / S	P / S	P / S	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	11.423(22) (a)
School, Middle	--	P / S	P / S	P / S	P / S	P / S	P / S	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	11.423(22) (b)
School, High	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P / S	--	--	--	--	11.423(22) (c)
Self- Enclosed Monopole	P / S	P / S	P / S	--	--	--	--	P/ S	P / S	--	--	P / S	P / S	P / S	--	--	--	P / S	--	--	P / S	--	11.423(31)
Utility, Minor	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P/ S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	11.423(27) (a)
Utility, Intermediat e	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P/ S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	11.423(27) (b)
Utility, Major	--	--	--	--	--	--	--	--	--	--	--	--	P / S	P / S	--	P / S	P / S	P / S	--	--	--	P / S	11.423(27) (b)
WTF; Attached	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P/ S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	--	11.423(31)
WTF; Stealth	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P/ S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	P / S	11.423(31)
Commercial Uses																							
Auto service facilities	--	--	--	--	--	--	--	P/ S	P / S	P / S	--	--	--	--	--	--	--	--	--	--	--	--	11.423(3)
Bed and Breakfast	--	--	P / S	--	--	--	--	P/ S	--	P / S	--	--	--	--	--	--	--	--	--	--	--	P / S	11.423(4)

Summary Use by District																							
Use	SFR	SF-1	SF-2	MH	TF	TH	MF	C-1	C-1a	C-2	OF	BP	LI	I	AG	PF-1	PF-2	PF-3	SR	MI	OS	MU-1a	Special Standards
P=Permitted P/S=Permitted with Special Standards SE=Special Exception Needed --= Not permitted																							
Carwash	--	--	--	--	--	--	--	P/ S	P / S	--	--	--	P / S	P / S	--	--	--	--	--	--	--	--	11.423(5)
Commercial parking	--	--	--	--	--	--	--	P/ S	P / S	--	--	P / S	P	P	--	--	--	P	--	--	--	P / S	11.423(6)
Eating establishments	--	--	--	--	--	--	--	P	P / S	P / S	--	P / S	--	--	--	--	--	--	--	--	--	P / S	11.423(9)
Eating establishments with outdoor cooking areas	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	S E	
Heavy equipment sales and leasing	--	--	--	--	--	--	--	--	--	--	--	--	--	P	--	--	--	--	--	--	--	--	--
Indoor entertainment activities	--	--	--	--	--	--	--	P	P	--	--	--	--	--	--	--	--	--	--	--	--	P / S	11.423(13.2)
Live/Work Units	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P / S	11.423(13.3)
Office	--	--	--	--	--	--	--	P	P	P / S	P	P	P	P	--	--	--	--	--	--	--	P	11.423(14)
Office, Medical	--	--	--	--	--	--	--	P	P / S	P / S	P / S	--	--	--	--	--	--	P	--	--	--	P / S	11.423(14) (15)
Office, Public	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P	P	P	--	--	--	--	--
Outdoor entertainment	--	--	--	--	--	--	--	S E	S E	--	--	--	--	--	--	--	--	--	--	--	S E	S E	--
Overnight Accommodations	--	--	--	--	--	--	--	P	P	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Parking, General	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P / S	P / S	P / S	--	--	--	--	11.423(6)

Summary Use by District																							
Use	SFR	SF-1	SF-2	MH	TF	TH	MF	C-1	C-1a	C-2	OF	BP	LI	I	AG	PF-1	PF-2	PF-3	SR	MI	OS	MU-1a	Special Standards
P=Permitted P/S=Permitted with Special Standards SE=Special Exception Needed --= Not permitted																							
Residential to Office Conversion	--	--	--	--	--	--	--	P / S	P / S	P / S	P / S	--	--	--	--	--	--	--	--	--	--	--	11.423(20.1)
Retail Sales and Service consisting of predominantly outdoor storage or consumer loading areas	--	--	--	--	--	--	--	--	--	--	--	--	P	P	--	--	--	--	--	--	--	--	--
Retail Sales and Service	--	--	--	--	--	--	--	P	P / S	P / S	--	P / S	--	--	--	--	--	--	--	--	--	P / S	11.423(21)
Self-service storage	--	--	--	--	--	--	--	P/ S	--	--	--	--	P / S	P / S	--	--	--	--	--	--	--	--	11.423(23)
Vehicles Sales, Rental or Leasing Facilities	--	--	--	--	--	--	--	P/ S	P / S	--	--	P / S	--	--	--	--	--	--	--	--	--	--	11.423(29)
Vehicle Storage and Towing	--	--	--	--	--	--	--	--	--	--	--	--	--	P	--	--	--	--	--	--	--	--	--
Industrial Uses																							
Light Industrial Service, Manufacturing and Assembly	--	--	--	--	--	--	--	--	--	--	--	P	P	P	--	--	--	--	--	--	--	--	--
Mineral Extraction	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P	--	--	--
Vehicle Repair Facilities and Body Shops	--	--	--	--	--	--	--	SE	--	--	--	--	P / S	P / S	--	--	--	--	--	--	--	--	11.423(28)
Warehouse and Freight Movement	--	--	--	--	--	--	--	--	--	--	--	--	P	P	--	--	--	--	--	--	--	--	--

Summary Use by District																							
Use	SFR	SF-1	SF-2	MH	TF	TH	MF	C-1	C-1a	C-2	OF	BP	LI	I	AG	PF-1	PF-2	PF-3	SR	MI	OS	MU-1a	Special Standards
P=Permitted P/S=Permitted with Special Standards SE=Special Exception Needed --= Not permitted																							
Waste-Related Service	--	--	--	--	--	--	--	--	--	--	--	--	P / S		--	--	--	--	--	--	--	--	11.423(30)
Wholesale Trade	--	--	--	--	--	--	--	--	--	--	--	P	P	P	--	--	--	--	--	--	--	--	--
Other Uses																							
Agricultural Operations	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P	--	--	--	--	--	--	--	--
Fowl Raising	--	--	--	--	--	--	--	--	--	--	--	--	--	--	P	--	--	--	--	--	--	--	--
Livestock Raising	P / S	--	--	--	--	--	--	--	--	--	--	--	--	--	P	--	--	--	--	--	--	--	City Code, Chapter 2

VIII.

A. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

B. The invalidity of any section or provision of this ordinance shall not invalidate other sections or provisions thereof.

C. The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this Ordinance and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Alternative 1.

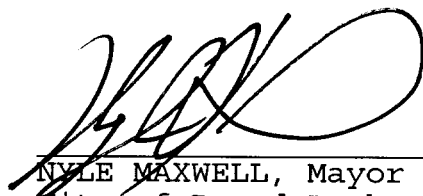
By motion duly made, seconded and passed with an affirmative vote of all the Council members present, the requirement for reading this ordinance on two separate days was dispensed with.

READ, PASSED, and ADOPTED on first reading this 8th day of May, 2008.

Alternative 2.

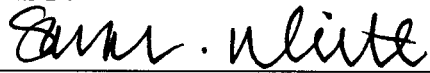
READ and APPROVED on first reading this the _____ day of _____, 2008.

READ, APPROVED and ADOPTED on second reading this the _____ day of _____, 2008.



NYLE MAXWELL, Mayor
City of Round Rock, Texas

ATTEST:



SARA L. WHITE, City Secretary

DATE: May 2, 2008

SUBJECT: City Council Meeting – May 8, 2008

ITEM: 9B4. Consider an ordinance amending Chapter 11 of the Round Rock Code of Ordinances (1995 Edition) regarding the permitted use of Residential to Office Conversions in commercial and office zoning districts. (First Reading)

Department: Planning and Community Development

Staff Person: Jim Stendebach, Planning and Community Development Director

Justification:

The intent of the Residential to Office Conversion amendment is to create special standards that apply to commercial and office zoning districts. The special standards will allow an existing residential structure to be converted to an office use. The proposed amendment will assist projects unable to comply with existing commercial or office zoning district standards because the buildings were formerly single family or two family residences. The standards were developed with a residential scale in mind since the applicable parcels tend to be in close proximity to residential uses.

Funding:

Cost: N/A

Source of funds: N/A

Outside Resources: N/A

Background Information:

This amendment would add a use that is permitted with conditions called “Residential to Office Conversion” in the C-1 (General Commercial), C-1a (General Commercial - Limited), C-2 (Local Commercial) and OF (Office) zoning districts. The special standards associated with the use would be added to the Supplementary Use Standards of Zoning Ordinance, and a definition of “residential to office conversion” would be added to the Code.

Key special standards for residential to office conversions are summarized as follows:

- A residential to office conversion allows office or medical office uses and may also operate as a live/work unit, provided the work component is limited to an office use.
- Residential to office conversions apply only to existing structures that were formerly used as single-family or two-family residences but are now zoned commercial or office.
- Where special standards are not identified, the applicable zoning district standards will apply.

-CONTINUED ON NEXT PAGE-

- The existing principal building on a site establishes the allowable setbacks for a residential to office conversion.
- Any expansions made to buildings on the site are subject to the zoning district standards.
- Since these offices tend to be in close proximity to residential uses, the hours of operation are limited to 7:00 a.m. to 8:00 p.m. for access by the public, and no emergency medical services are permitted.
- Landscaping standards still need to be met, with the exception of the requirement for a landscape buffer. If a residential to office conversion abuts a residential use, a 6 foot fence is required unless the Zoning Administrator waives this requirement (see ordinance for specific criteria required to waive this requirement).
- Lighting should be residential in scale – less than 8 feet tall for freestanding fixtures (unless more than 10 parking spaces are on a site) and building fixtures should be no more than 8 feet above grade.
- Parking is required at 1:250sqft of gross floor area.
- Outdoor storage and display are not permitted.
- Signage is limited to one building sign or one monument sign.

The Planning and Zoning Commission recommended approval of the proposed ordinance amendments at their April 9, 2008 meeting.

Public Comment:

Significant input was received in the development of this amendment. The proposed language was reviewed on two occasions by a group of engineers and architects that were suggested by the Chamber of Commerce and/or have done work on this type of project in the City of Round Rock. As a result, this staff-initiated amendment was modified to address their comments.

Public notice was posted and a public hearing was held in accordance with the City of Round Rock's Zoning Ordinance at the Planning and Zoning Commission meeting on April 9, 2008. No comments were received at the hearing.